From:	Heather Mangrum
To:	Thomas, Sean; Sepulveda, Maria; Sternberg, Brian; Gomez, Isabel; Castro, Maria Miranda (Library); Ha, Hong
Cc:	John Lesak; Jesus Barba; Namrata Dadawala; Jay Manzo; dschnee@g4arch.com
Subject:	Re: Site utilization plan and Upcoming Marble Investigation schedule
Date:	Monday, April 10, 2023 5:50:22 PM
Attachments:	image001.png image007.png

Thanks Sean! I will let them know.

From: Thomas, Sean <SThomas5@santa-ana.org>
Sent: Monday, April 10, 2023, 5:44 PM
To: Heather Mangrum <mangrum@page-turnbull.com>; Sepulveda, Maria <msepulveda@santa-ana.org>; Sternberg, Brian <BSternberg@santa-ana.org>; Gomez, Isabel <IGomez@santa-ana.org>; Castro, Maria Miranda (Library) <mcastro5@santa-ana.org>; Ha, Hong <hha@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com <dschnee@g4arch.com>
Subject: RE: Site utilization plan and Upcoming Marble Investigation schedule

Yes and can park in the fire lane just west of the circle. Please keep in mind that the city will not be responsible for the equipment and any damage, theft, etc will be the responsibility of the contractor. Thanks.

Kind Regards,

Sean Thomas, P.E.

From: Heather Mangrum <mangrum@page-turnbull.com>
Sent: Monday, April 10, 2023 5:09 PM
To: Sepulveda, Maria <msepulveda@santa-ana.org>; Sternberg, Brian <BSternberg@santa-ana.org>; Gomez, Isabel <IGomez@santa-ana.org>; Thomas, Sean <SThomas5@santa-ana.org>; Castro, Maria Miranda (Library) <mcastro5@santa-ana.org>; Ha, Hong <hha@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com
Subject: RE: Site utilization plan and Upcoming Marble Investigation schedule

Hi everyone,

One last question for today. The contractor asked if it would be possible to deliver the boom lift tomorrow and if so, where would be an appropriate location to park it.

Thanks,

Heather Mangrum
Materials Conservation Specialist / Project Manager

PAGE&TURNBULL

523 W 6th Street, Suite 1013, Los Angeles, California 90014
213.634.1346 (direct) | 213.221.1200 (main) | 917.747.8417 (mobile)
mangrum@page-turnbull.com | www.page-turnbull.com

From: Sepulveda, Maria <msepulveda@santa-ana.org>
Sent: Monday, April 10, 2023 4:16 PM
To: Heather Mangrum <mangrum@page-turnbull.com>; Sternberg, Brian <BSternberg@santa-ana.org>; Gomez, Isabel <IGomez@santa-ana.org>; Thomas, Sean <SThomas5@santa-ana.org>; Castro, Maria Miranda (Library) <mcastro5@santa-ana.org>; Ha, Hong <hha@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com
Subject: RE: Site utilization plan and Upcoming Marble Investigation schedule

Hi Heather,

Pleasure to e-meet you; looking forward to meeting you and the Team in person on Wednesday! I have let Cleaning Staff know to expect your Team at 7A on Wednesday and Thursday (Mari Perez). Mari will let you in the building (South Entrance, close to the turnaround- enter from Ross.

My work cell is [redacted] (feel free to text or email) if I can assist in any way.

Thank you for your communication!

Maria Elena "Ella" Sepulveda | Executive Secretary
Santa Ana Public Library : 714-647-5265

From: Heather Mangrum <mangrum@page-turnbull.com>
Sent: Monday, April 10, 2023 4:10 PM
To: Sternberg, Brian <BSternberg@santa-ana.org>; Gomez, Isabel <IGomez@santa-ana.org>; Thomas, Sean <SThomas5@santa-ana.org>; Castro, Maria Miranda (Library) <mcastro5@santa-ana.org>; Ha, Hong <hha@santa-ana.org>; Sepulveda, Maria <msepulveda@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com
Subject: RE: Site utilization plan and Upcoming Marble Investigation schedule

Thank you so much Brian. That will be very helpful. Would there be someone who might be able to let us in a few minutes before official opening hours on Wednesday? We have a scheduled 10 am zoom meeting at that time and I wanted to make sure the computer is up and running.

Heather Mangrum

Materials Conservation Specialist / Project Manager

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From: Sternberg, Brian <BSternberg@santa-ana.org>
Sent: Monday, April 10, 2023 4:06 PM
To: Heather Mangrum <mangrum@page-turnbull.com>; Gomez, Isabel <IGomez@santa-ana.org>; Thomas, Sean <SThomas5@santa-ana.org>; Castro, Maria Miranda (Library) <mcastro5@santa-ana.org>; Ha, Hong <hha@santa-ana.org>; Sepulveda, Maria <msepulveda@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com
Subject: RE: Site utilization plan and Upcoming Marble Investigation schedule

Hi Heather,

Thank you for this information. Yes, P&T can use our 2nd floor Board Room as needed to take calls and document the marble investigations. If anything comes up and we need to have you relocate, we will then find a different location for you somewhere else in the building.

Brian Sternberg | Library Services Director
City of Santa Ana – Santa Ana Public Library
714.647-5296 | bsternberg@santa-ana.org

https://www.santa-ana.org/library/

From: Heather Mangrum <mangrum@page-turnbull.com>
Sent: Monday, April 10, 2023 3:10 PM
To: Sternberg, Brian <BSternberg@santa-ana.org>; Gomez, Isabel <IGomez@santa-ana.org>; Thomas, Sean <SThomas5@santa-ana.org>
Cc: John Lesak <lesak@page-turnbull.com>; Jesus Barba <barba@page-turnbull.com>; Namrata Dadawala <dadawala@page-turnbull.com>; Jay Manzo <JManzo@g4arch.com>; dschnee@g4arch.com
Subject: Site utilization plan and Upcoming Marble Investigation schedule

Hi Brian, Sean, and Isabel,

Attached is the site safety utilization plan from the contractor for your review. Please let me know if there are any adjustments or additions that you would like to see. I will be happy to pass that information along to the contractor.

The work plan is currently to start at 7:00 am on Wednesday, April 12. The crew will be working an 8-hour shift with a 30-minute lunch break. With this schedule, I estimate that we will be completed around 3:30 pm each day. I will be there on Wednesday before 7 am, along with two of my colleagues from Page & Turnbull.

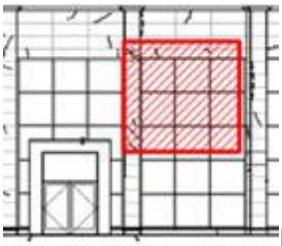
Brian, I was wondering if there is a place in employee breakroom or possibly an empty office where the P&T staff can set up a computer while onsite to document and take phone calls/meetings?

The tentative itinerary will be as follows:

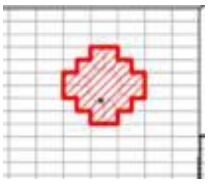
Wednesday: Observation

Start the marble investigation at the north entrance. P&T will use the boom lift to observe the condition of the tile and grout at the pilaster to the right of the entry door. This will include drilling an approximate ½" hole for probing behind the marble with a boroscope. This form of observation will occur at the locations listed below in the following order.

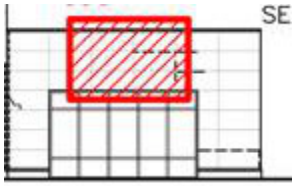
- North Elevation Location – Pilaster right of entry



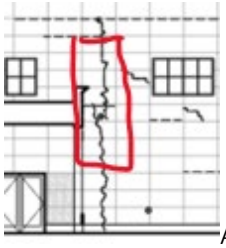
- North Elevation Location – Medallion closest to the east elevation



- North Elevation Location – Children's addition tile above windows

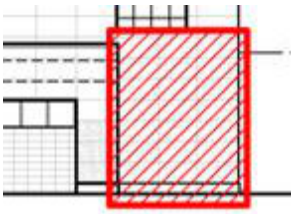


- South Elevation Location – cracked wall at the new entry door location

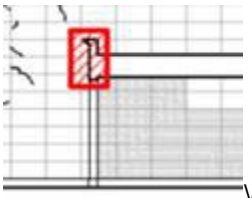


At the locations listed below, observations will continue using a ladder due to the limitation in maneuvering the boom lift in these areas.

- West Elevation – to the right of the children's addition



- West Elevation – Marble over the porte coche opening



Wednesday after the observations have been completed, P&T will recommend marble tiles to remove for testing and further observation with staff representing the Library and City.

Thursday – Tile Removal and Investigation

Upon approval of the removal of these tiles, the contractor will carefully remove the tiles and will replace with painted plywood to match the color of the surrounding tile. The plywood will have sealant applied around the edges to prevent moisture infiltration.

If you have any questions, please let me know. My mobile number is [redacted]. Please feel free to contact me anytime prior to or during the investigation.

Thanks,

Heather Mangrum
Materials Conservation Specialist / Project Manager

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1.0 PURPOSE

The purpose of KC RESTORATION's JSSP is to protect workers, visitors, and the general public from hazards posed by work activities. This plan involves participation from all contractors and subcontractors who will work at the jobsite and will be updated to reflect the specific demands of this project.

1.1 STANDARD JOBSITE POSTINGS

- Federal labor law posting
- State labor law posting
- Jobsite-Specific Safety Plan
  - Emergency contacts
  - Location of nearest ER/Urgent care
  - Emergency egress map
  - Disciplinary process for safety violations
- Supplemental JHAs describing unusual site conditions/hazards (lasers, dust, lead, asbestos, etc.)
- PPE requirements should be posted at the entrance to the work area.

Jobsite postings should be completed by the responsible Superintendent/Foreman prior to start of work.

1.2 MEDICAL SURVEILLANCE (IF REQUIRED)

MEDICAL SURVEILLANCE AND QUALIFICATION	
Required Medical Surveillance	**Task-specific medical testing**
☐ DOT/Commercial Vehicle ☐ Hearing Conservation ☐ Fit For Duty ☐ Substance Abuse Testing ☐ Blood Lead ☐ Respirator User ☐ Other(s) :List other(s)	
Responsible physician or testing lab:	**Phone number/Address:**
CONCENTRA URGENT CARE	**3100 W WARNER AVE. SANTA ANA, CA 92704 714-546-4233**

1.2 SUPPLEMENTAL JHAs

Please use the below checklist to review your project for the following work activities. Any activity marked "YES" should be documented in a supplemental "Job Hazard Analysis" (Doc No. "JHA") to be filed by responsible Sup't/Foreman. Supplemental JHAs should be included with JSSP posting on site. Common KC RESTORATION work activities appear in **bold**.

Yes	No	Hazard/Activity with specific -based control measures.
☐	☐	**Asbestos use, alteration, removal or storage**
☒	☐	Blocking Exits or Exit Pathways
☒	☐	Surface Penetration
☐	☐	Confined spaces
☐	☐	Crane Use
☐	☐	Discharges to sanitary/septic system will occur
☐	☐	Energized electrical work (>50 v or > 50 mA)
☐	☐	Excavation
☐	☐	Earth disturbance of greater than one acre (notice of intent)
☒	☐	**Falls from elevation (work at heights > 6 feet)**
☐	☐	Fire protection
☐	☐	Flushing of waterlines, storm/sanitary lines, fire suppression systems or fire hydrants will be performed
☐	☐	Hazardous Waste Storage or generation on construction site
☐	☐	**Hoisting/Rigging**
☐	☐	Hot work
☐	☐	**Lasers (Class 3B and 4)**
☐	☐	**Lead concerns**
☐	☐	Lockout/Tagout (Control of Hazardous Energy)
☐	☐	Night work
☐	☐	Outdoor work to be performed in wintry conditions
☒	☐	Silica Concerns
☐	☐	Radioactive materials or Ionizing radiation-generating devices
☐	☐	**Scaffolding**
☐	☐	Structural Steel Erection
☐	☐	**Traffic Control**
☐	☐	Underground Construction
☐	☐	Wetlands, drainage channels, streams, groundwater seeps occur within construction site

2.0 EMERGECNY CONTACTS:

IN THE EVENT OF A LIFE-THREATENING EMERGENCY,
FIRST CALL 911.

For all incidents, injuries, property damage, near-misses, work-induced illness or chemical over-exposures, the following personnel MUST be immediately contacted upon scene stabilization, but in all cases within one hour:

Project Personnel	Name	Phone Number(s)
Principal	Steve Lehne	310-261-5148
Superintendent/Foreman	Alex Oros	818-306-7223
Owner contact		
Subcontractor contact _____		
Subcontractor contact _____		
Subcontractor contact _____		
Subcontractor contact _____		

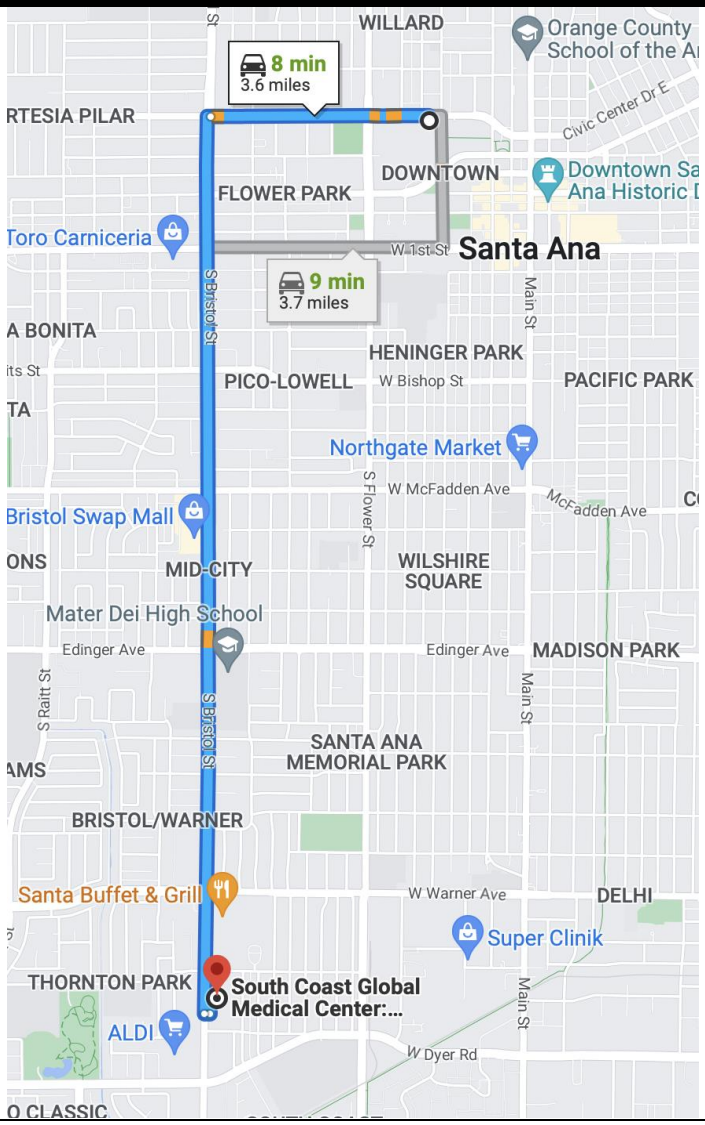
Non-emergency reference contacts:	
DIG ALERT	411
SERVPRO (Remediation)	(800) 737-8776
AJG&Co. (Insurance Broker)	(310) 999-4841

NEAREST URGENT CARE FACILITY

URGENT CARE ADDRESS:
SOUTH COASTGLOBAL MEDICAL CENTER
2701 S BRISTOL ST
SANTA ANA, CA 92704

JOBSITE ADDRESS:
SANTA ANA PUBLIC LIBRARY
26 CIVIC CENTER DRIVER
SANTA ANA, CA 92701

Workers with minor injuries should immediately report to the location shown below.



JOBSITE EGRESS PLAN

In the event of an emergency requiring evacuation of the jobsite, workers should exit the premises as shown and assemble at the location marked below.

[NO INTERIOR WORK ANTICIPATED]

5.0 Disciplinary process for Safety Violations

VIOLATION	RESPONSE	EXAMPLES
First minor violation	Verbal correction. We strive to maintain a culture of peer leadership – SAFETY IS EVERYONE'S RESPONSIBILITY!	Failure to wear PPE properly, "surfing" Perry scaffold in a hallway, no MSDS information on site, fire extinguishers out-of-date, etc.
Second minor violation OR first moderate violation	Write-up (via SVF), removal from work area for remainder of day.	Failure to respond to correction. Concealing a known safety issue. Texting while driving.
Third minor violation OR second moderate violation OR a willful violation which endangers self/others	Immediate removal from work area. Following an investigation of the incident, worker may be terminated immediately.	Modifying equipment to operate in a manner which is unsafe. Operating in a manner which could injure other workers. All violations involving use of drugs, alcohol, or behavior-altering medication.

6.0 Material Safety Data Sheets

No Product Data anticipated

7.0 Sexual Harassment Policy

Discrimination against any employee or applicant on the basis of the person's sex is strictly prohibited. Sexual harassment is a violation of state and federal law and will not be tolerated.

Any unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. It is stated or implied that submission to such conduct is a term or condition of a person's employment; or
2. Submission to or the rejection of such conduct by a person is used as a basis for any employment decision affecting such person, such as, but not limited to, pay increases, work assignments, promotions, performance evaluation, etc. or;

3. Such conduct has either the purpose or effect of interfering with a person's work performance or creates an intimidating, hostile or offensive work environment.

Any employee or applicant who feels that he or she has been subjected to sexual harassment should report any incidents of sexual harassment to his or her supervisor, or any member of management, without fear of reprisal.

The totality of the circumstances, the nature of the alleged harassment and the context in which the alleged incidents occurred will be investigated in determining whether alleged conduct constitutes sexual harassment. Every reasonable effort will be made to maintain confidentiality.

Violation of this policy can result in disciplinary action up to and including discharge.

8.0 Drug Free Workplace

The Drug-Free Workplace Act specifically requires KC Restoration to notify each employee that, as a condition of employment, each employee must:

1. Comply with the company's Drug-Free Workplace Policy; and
2. Notify KC Restoration of any conviction for a drug related offense committed in the workplace, within (5) five days of the conviction.

Any employee who violates this company policy will be subject to disciplinary action, up to and including termination of employment. Any worker found to violate any of KC (or the employing subcontractor's) drug-free policies shall be subject to the appropriate disciplinary actions, including removal from the jobsite and/or dismissal.

KC Restoration's Drug-Free Workplace Policy prohibits employees from engaging in any of the following activities:

1. The use, possession, manufacture, distribution, dispensation or sale of illegal drugs on company premises or company business, in company supplied vehicles, or during working hours;
2. Unauthorized use of possession, or any manufacture, distribution, dispensation or sale of a controlled substance on company premises or while on company business or while in company supplied vehicles;
3. Storing in a locker, desk, automobile or other repository on company premises, any controlled substance the use of which is unauthorized;
4. Being under the influence of a controlled substance on company premises on while on company business, or while in company supplied vehicles;

5. Any possession, use, manufacture, distribution, dispensation or sale of illegal drugs off company premises that adversely affects the individuals work performance, his own or others safety at work, or the company's regard or reputation in the community;
6. Failure to adhere to the requirements of any drug treatment or counseling program in which the employee is enrolled;
7. Failure to notify the company of any conviction under criminal drug statutes for a workplace offense within five days of the conviction;
8. Refusal to sign a statement to abide by the company's Drug-Free Workplace Policy.

9.0 Site Specific Protection

1. All finished walls adjacent to work areas requiring cutting, drilling, or removal will be covered with 4 mil plastic for protection.
2. All finished horizontal surfaces (eg stone benches at main entry) below areas requiring cutting, drilling, or removal will be draped with 4 mil plastic and covered with plywood to prevent damage from debris.
3. Doors or windows adjacent to work areas requiring cutting, drilling, or removal will be covered with 4 mil plastic at a minimum to protect from dust. In areas where there is any risk of falling debris, windows and door will be covered with plywood to prevent and possible damage.
4. Finished surfaces will be wiped, vacuumed and/or rinsed at the end of work to remove surface dust or debris caused by removal and investigation work.
5. Affected sidewalks and walkways will be swept, vacuumed and/or pressure washed to remove surface dust or debris caused by removal and investigation work.
6. All finish material (eg stone panels) removed from the building to be turned over to Page+Turnbull or packaged in a crate and turned over to the City of Santa Ana/Santa Ana Library for storage.